

# The Constitution of the International Students' Union (ISU) of Tromsø

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## **Introduction:**

In October 2001 the present executive of The International Students' Union (ISU) felt the need to establish a new constitution for ISU as the only constitution available was the Foreign Student Union (FSU) Constitution from 1990. This constitution was considered to be too extensive and out-dated and therefore was subject to extensive revision.

The main purpose was to shorten the Constitution but nevertheless achieve a document which will give ISU the means to challenge the demands of a varying international student society.

The following people were commissioned to work on the new ISU constitution:

Marielle Bistervels (Netherlands, ISU President autumn 2001)

Holger Grohgan (Germany, ISU Vice-President autumn 2001)

Work on the Constitution started in late October 2001.

The first draft of the Constitution was distributed to the Executive members of ISU for discussion on 29<sup>th</sup> of November 2001.

A discussion took place at an Executive meeting on 3<sup>rd</sup> December 2001 in order to finalise the Constitution. A list of amendments was embedded into the Constitution.

The incoming comments were embedded into the Constitution. A final draft was sent to all members with known email addresses in order to give insight into this document on 22<sup>nd</sup> January 2002. A printed version was laid out before the start of the General Assembly on 24<sup>th</sup> January 2002.

The final draft was voted on at the General Assembly on 24<sup>th</sup> January 2002 after some final amendments have been explained to the GA.

25 members with voting rights were present. The result was 24 votes in favour and 1 vote against.

The final draft was accepted as the new Constitution of ISU.

# **The Constitution of the International Students' Union (ISU) of Tromsø**

## **Article 1: The International Students' Union**

- 1.1 The organisation to which this Constitution refers is known as The International Students' Union of Tromsø referred to hereafter as "ISU".
- 1.2 ISU is an independent, democratic, non-religious, non-racial, non-profit student organisation committed to the interests of all international students in Tromsø.
- 1.3 The official language of ISU is English.
- 1.4 ISU is autonomous part of the Student Board (Studentstyret) of the University of Tromsø and the Norwegian Students' Union (Norsk Student Union, NSU)

## **Article 2: Objectives**

- 2.1 ISU represents the interests of all members in whatever way possible, including amongst other things: Statements and comments made by the University of Tromsø, matters concerning members in general, e.g. general welfare, social problems, language, accommodation, admission to the university.
- 2.2 Forward unity amongst members, socially, culturally and otherwise.
- 2.3 Forward good relations between members and the community in which they live and study.
- 2.4 Keep contact with and assist other organisations with similar or compatible objectives.
- 2.5 ISU will co-operate with the Student Board (Studentstyret) of the University of Tromsø to further common objectives.
- 2.6 As desired, organise and/or participate in any actions and functions that advance or are compatible with the above objectives.

## **Article 3: Membership**

- 3.1 A member of ISU is a student with a student ID number and a valid semester card, living in Tromsø and meeting one of the following requirements:
  - 3.1.1 Any student not holding a Norwegian passport
  - 3.1.2 Any student holding a dual passport
  - 3.1.3 Any student who has notified both ISU and NSU that he is a member of ISU.
- 3.2 All non-Norwegian students studying at the University of Tromsø are automatically members of ISU.

## **Article 4: Privileges**

- 4.1 All members shall be entitled to participation in the ISU General Assembly (GA).
- 4.2 All members have the right to vote at the General Assembly.
- 4.3 All members shall be entitled to participation in all activities organised by ISU.
- 4.4 Loss of privileges according to Article 4.1 and 4.2 shall be at the discretion of the GA.
- 4.5 The ISU executive has the right to ban members from activities for a period of up to 4 weeks. Further exclusion shall be at the discretion of the GA.

## **Article 5: ISU General Assembly (GA)**

- 5.1 The General Assembly is the primary decision-making body of ISU
- 5.2 There shall be at least one General Assembly per semester as soon as this is considered convenient by the Executive for the members.
- 5.3 At least two weeks notice must be given for a General Assembly. The ISU executive must try to reach as many members as possible.
- 5.4 An agenda must be available for collection by members at the ISU office.
- 5.5 Any ballot shall not be valid until at least 10% of the ISU members are present.
- 5.6 A detailed programme for the General Assembly is stated in the Regulations.

## **Article 6: The Executive**

- 6.1 The Executive shall be elected at the General Assembly. The Election procedure is described in the Regulations.
- 6.2 The Executive shall consist of President, Vice-President, Secretary General, Treasurer, Public Relations Officer, Web-Master and up to 4 Organising Officers.
- 6.3 President, Vice-President, Secretary General and Treasurer have to be of non-Norwegian origin.
- 6.4 The International Co-ordinator of Studentsyret shall be a member of the ISU Executive called the Student Board's International Co-ordinator.
- 6.5 The ISU Executive shall manage the daily affairs of ISU.
- 6.6 The Term of Office of the Executive shall be one semester. As an exception to this rule the Term of Office of the President and the Student Board's International Co-ordinator shall be one year, in order to ensure continuation in ISU. The President is elected on the Autumn General Assembly of ISU. Outgoing Executive members are allowed and encouraged to candidate for Executive positions again.
- 6.6 The obligations of each member of the Executive are stated in the Regulations.

## **Article 7: Status of the Constitution and Regulations**

- 7.1 The Constitution and the Regulations shall be binding on the Executive and all members of the Association.
- 7.2 Any action contrary to the Constitution shall be subject to approval by two thirds of the General Assembly
- 7.3 Any action contrary to the Regulations shall be subject to approval by two thirds of the ISU Executive.
- 7.4 The support of at least two thirds of the members present at the General Assembly shall be required to amend the Constitution or the Regulations.

## **The Regulations of the International Student Union (ISU) of Tromsø**

### **Article 1: Conduct of the General Assembly (GA)**

- 1.1 The GA shall be opened by the President. The ISU President shall, subject to the approval of the GA, chair the GA.
- 1.2 All participants in the GA shall have the right to speak. Speakers shall address the GA through the chairperson.
- 1.3 The chairperson shall have the right to remove the right to speak from any participant who disrupts or obstructs the proceedings of the GA.
- 1.4 Speakers shall adhere to the matter being considered. The Chairperson shall bring back to order any speaker failing to do this.
- 1.5 The Agenda of the GA will be followed.
- 1.6 Topics to be discussed during the scheduled spring and autumn General Assembly will include reports from the Executive about activities performed, the ISU financial report and the elections of the new Executive. Other topics can be included on request.
- 1.7 Extraordinary GAs may be called by the Executive or any member who obtains 10% of the members' signatures for support.

### **Article 2: Voting Procedures**

- 2.1 The various alternatives for discussion about a particular subject shall be put forward to the GA during the time allocated. A discussion will follow the suggestions made.
- 2.2 A vote shall be taken for the preferred option. Any option that receives more than 50% of the votes (excluding abstentions) shall be considered elected.
- 2.3 If there are more than 2 alternatives and none of the options receives more than 50% of the votes, there shall be consecutive ballots in which the alternative receiving the least number votes of shall be eliminated.
- 2.4 Secret ballots shall be taken on request by any 3 members of the GA. In all other cases voting shall be conducted by a show of hands. Secret ballots shall take place on ballot paper which is handed over to every member upon presentation of a University identity card.
- 2.5 No interruptions shall be allowed during the vote or the count.
- 2.6 A voting committee consisting of 3 persons shall be appointed by the General Assembly. The voting committee shall be responsible for counting of the votes.

### **Article 3: Election of the Executive**

- 3.1 The Executive is elected by the General Assembly at the beginning of the semester. The President shall be elected at the General Assembly of the autumn semester.
- 3.2 All Members of ISU are entitled to vote
- 3.3 An election committee consisting of 3 persons shall be elected by the General Assembly. The election committee shall be responsible for the conduct of the election.
- 3.4 Any member, indicating his willingness to take the post if elected, can be nominated for an Executive position. Nominated candidates must either be present or have indicated their willingness to work in the Executive in written form to the General Assembly.
- 3.5 All elections for executive members shall be by secret ballot.

- 3.6 Nominations for each post and voting on each post will be done separately in the following order: President, Vice-President, Secretary General, Treasurer, Public Relation Officer, Web-Master, Organising Officers.
- 3.7 If a post remains vacant after elections the Executive may appoint a member for this position. Notice shall be given to all members after the appointment.
- 3.8 Executive members can be removed from their position by a two-thirds majority during an Executive meeting in case of:
  - 3.8.1 Economic frauds (which will be reported to the police).
  - 3.8.2 Actions contrary to the interests of ISU.
  - 3.8.3 Failing to attend Executive meetings on a regular basis.
- 3.9 If an Executive position becomes vacant after the removal or resignation of an Executive member the executive may appoint a member for this position. Notice shall be given to all members after the appointment.
- 3.10 The election procedure can be changed by the election committee if considered appropriate. Changes are subject to the approval of the General Assembly.

#### **Article 4: Obligations of the Executive**

- 4.1 General obligations of Members of the Executive
  - 4.1.1 All Executive members shall further the objectives of ISU and assist in the conduct of the ISU activities if necessary.
  - 4.1.2 ISU Executives are responsible for keeping and maintaining the ISU office and informing members when they may be contacted at the ISU office on a regular basis.
  - 4.1.3 ISU Executive members are responsible for taking initiative in proposing specific tasks and ensuring that they are carried out in furtherance of the Objectives of ISU
  - 4.1.4 ISU Executive members are obliged to attend Executive meetings. In case of absence they have to inform the President.
- 4.2 Obligations of the President
 

The President shall be responsible for

  - 4.2.1 representation of ISU in the Student Board of the University of Tromsø.
  - 4.2.2 representation of ISU to local authorities
  - 4.2.3 acting as chairperson at ISU executive meetings and General Assemblies
  - 4.2.4 delegation of responsibilities
  - 4.2.5 representation of ISU Tromsø at meetings of the National ISU
- 4.3 Obligations of the Vice-President
 

The Vice-President shall

  - 4.3.1 assist the president in all listed duties as delegated by the president
  - 4.3.2 function as President in the absence of the President. In this case the Vice-President will receive all rights and duties of the President.
  - 4.3.3 provide new students as soon as possible with information about ISU and ISU activities.
  - 4.3.4 representation of ISU Tromsø at meetings of the National ISU
- 4.4 Obligations of the Secretary General
 

The Secretary General shall be responsible for

- 4.4.1 keeping general ISU correspondence
- 4.4.2 writing the minutes of all meetings and distributing them to the Executive
- 4.4.3 maintaining an updated list of all ISU members
  
- 4.5 Obligations of the Treasurer  
The Treasurer shall
  - 4.5.1 maintain and control the finances of ISU
  - 4.5.2 work on fund raising activities
  - 4.5.3 write comprehensive accounts and present them to the executive at the end of every semester
  - 4.5.4 present the budget and the accounts at the General Assembly
  
- 4.6 Obligations of the Public Relations Officer  
The Public Relation Officer shall
  - 4.6.1 co-operate with the Treasurer in fund raising activities
  - 4.6.2 promote ISU in the local community
  
- 4.7 Obligations of the Web-Master  
The Web-Master shall
  - 4.7.1 update the ISU homepage
  - 4.7.2 ensure to reach as many members as possible with information via the internet
  - 4.7.3 maintain an updated email list of all members
  
- 4.8 Obligations of the Organising Officers  
The Organising Officers shall
  - 4.8.1 co-ordinate and arrange all ISU activities
  - 4.8.2 present a financial report of their activities to the Treasurer
  - 4.8.3 keep ISU members aware of ISU activities
  
- 4.9 Obligations of the Student Board's International Co-ordinator  
The Student Board's International Co-ordinator shall
  - 4.9.1 assist the Executive in all matters with his special knowledge about Norway and the University of Tromsø
  - 4.9.2 report to the ISU Executive about matters under discussion at the meetings of the Student Board.
  
- 4.10 Obligations of the ISU-Representative in the Student Board  
The ISU-Representative in Student Board shall
  - 4.10.1 attend the (monthly) meetings of the Student Board on behalf of ISU
  - 4.10.2 be competent in spoken Norwegian